

## 1. GENERAL INSTRUCTIONS

- Write or plan message before transmitting.
- Listen before transmitting.
- Speak clearly and slowly.

## 2. PHONETICS

- Phonetic alphabet.

|   |         |   |          |   |         |
|---|---------|---|----------|---|---------|
| A | ALFA    | J | JULIET   | S | SIERRA  |
| B | BRAVO   | K | KILO     | T | TANGO   |
| C | CHARLIE | L | LIMA     | U | UNIFORM |
| D | DELTA   | M | MIKE     | V | VICTOR  |
| E | ECHO    | N | NOVEMBER | W | WHISKEY |
| F | FOXTROT | O | OSCAR    | X | XRAY    |
| G | GOLF    | P | PAPA     | Y | YANKEE  |
| H | HOTEL   | Q | QUEBEC   | Z | ZULU    |
| I | INDIA   | R | ROMEO    |   |         |

- Phonetic pronunciation of numerals:

|   |      |   |        |   |       |
|---|------|---|--------|---|-------|
| 0 | ZERO | 4 | FO-VER | 7 | SEVEN |
| 1 | WUN  | 5 | FIFE   | 8 | AIT   |
| 2 | TOO  | 6 | SIX    | 9 | NINER |
| 3 | TREE |   |        |   |       |

- Transmit numbers digit by digit, except in the case of even thousands.

EXAMPLE:

|       |                  |
|-------|------------------|
| 136   | WUN TREE SIX     |
| 500   | FIFE ZERO ZERO   |
| 16000 | WUN SIX THOUSAND |

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- Difficult or unusual words may be spelled using the phonetic alphabet preceded by the proword **I SPELL**. If pronounceable the word is pronounced before the proword **I SPELL** and immediately following the phonetic spelling of the word.
- STATION IDENTIFICATION** - Stations are identified by letter-number-letter call signs obtained from the unit CEOI. The letters and numbers are spoken phonetically.
- TIME** - The originators' time of any message (DTG) is always spoken phonetically.

## 3. TRANSMISSION FORMAT

16 Line radiotelephone transmission format.

|          |  |
|----------|--|
| LINE 1.  | Not used in radio telephone  |
| LINE 2.  | Call sign of station(s) being called   |
| LINE 3.  | THIS IS followed by call sign of calling station                                       |
| LINE 4.  | Transmission instructions (e.g., RELAY TO)   |
| LINE 5.  | Precedence and originators time (DTG)  |
| LINE 6.  | FROM followed by call sign of originator   |
| LINE 7.  | TO followed by call sign of action addressee   |
| LINE 8.  | INFO followed by call sign of information addressee                                    |
| LINE 9.  | EXEMPT followed by call sign of exempt addressee                                       |
| LINE 10. | GROUPS group count if needed   |
| LINE 11. | BREAK  |
| LINE 12. | TEXT (plain language, code or cipher groups)   |
| LINE 13. | BREAK  |
| LINE 14. | TIME (used only if no DTG on line 5)   |
| LINE 15. | Final instructions e.g., CORRECTION, WAIT, WAIT OUT, MORE TO FOLLOW, AUTHENTICATION IS |
| LINE 16. | Terminating proword, e.g., OVER and OUT  |

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EXAMPLE: D7C46R-THIS IS B8Q46R-MESSAGE-PRIORITY-TIME-2011537Z-FROM-H8Q46-TO-D7C46-BREAK-NEED AMMO ASAP-BREAK-OVER

## 4. PROWORDS

Prowords are pronounceable words or phrases which have been assigned meanings for the purpose of expediting message handling on radiotelephone circuits.

| PROWORD           | MEANING  |
|-------------------|--|
| ALL AFTER         | The portion of the message to which I have reference is all that which follows.  |
| ALL BEFORE        | The portion of the message to which I have reference is all that which precedes. |
| AUTHENTICATION    | The station called is to reply to the challenge which follows.                   |
| AUTHENTICATION IS | The transmission authentication of this message is                               |
| BREAK             | I hereby indicate the separation of the text from other portions of the message. |
| CORRECT           | You are correct, or what you have transmitted is correct.                        |

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| PROWORD                         | MEANING   |
|---------------------------------|---|
| CORRECTION                      | An error has been made in this transmission. Transmission will continue with the last word correctly transmitted.   |
| DISREGARD THIS TRANSMISSION-OUT | An error has been made in this transmission (or message indicated). The correct version is This transmission is in error. Disregard it. This proword will not be used to cancel a completed transmission. |
| DO NOT ANSWER                   | Stations(s) called are not to answer this call. When this proword is used the transmission will not be recognized.  |
| EXEMPT                          | The call sign(s) which / that follow(s) is / are exempted.  |
| FIGURES                         | Numbers follow.   |
| FLASH                           | Precedence FLASH.   |
| FROM                            | The call sign which follows is the originators.   |
| GROUPS                          | This message contains the number of groups indicated.   |

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| PROWORD        | MEANING  |
|----------------|--|
| I AUTHENTICATE | The following is the replay to your challenge.                                       |
| IMMEDIATE      | Precedence IMMEDIATE.  |
| INFO           | The call sign(s) which / that follow(s) is/are that of the information addressee(s). |
| I READ BACK    | The following is my response to your instructions to READ BACK.                      |
| I SAY AGAIN    | I am repeating transmission or portion indicated.                                    |
| I SPELL        | I shall spell the next word phonetically.  |
| MESSAGE        | A message which requires recording follows.  |
| OUT            | This is the end of my transmission to you and no answer is required.                 |
| OVER           | This is the end of my transmission to you and a response is necessary.               |
| PRIORITY       | Precedence PRIORITY.   |
| READ BACK      | Repeat this entire transmission back to me exactly as received.                      |
| RELAY (TO)     | Transmit this message to all addressees.   |

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| PROWORD         | MEANING   |
|-----------------|---|
| ROGER           | I have received your last transmission satisfactorily.  |
| ROUTINE         | Precedence ROUTINE.   |
| SAY AGAIN       | Repeat all of your last transmission. Followed by identification data means repeat that portion of. |
| SPEAK SLOWER    | Your transmission is at too fast a speed. Reduce speed of transmission.                             |
| THIS IS         | This transmission is from the station whose call sign follows.                                      |
| TIME            | That which follows is the time or date time group of the message.                                   |
| TO              | The call sign(s) which / that follow(s) is/are that of the action addressee(s).                     |
| UNKNOWN STATION | The identity of the station with whom I am attempting to communicate is unknown.                    |
| WAIT            | I must pause a few seconds.   |
| WAIT OUT        | I must pause longer than a few seconds.   |
| WORD AFTER      | The word of the message to which I have reference is that which follows.                            |

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| PROWORD     | MEANING   |
|-------------|---|
| WORD BEFORE | The word of the message to which I have reference is that which precedes. |
| WORDS TWICE | Transmit each word or group twice.  |
| WRONG       | Your last transmission was incorrect.                                     |

**5. AUTHENTICATION**

a. The challenge is any two letters in alphabet but ZULU, preceded by the word AUTHENTICATE.

EXAMPLE: D7C46R-THIS IS H8Q46R-AUTHENTICATE-ALPHA XRAY-OVER

b. The reply is similarly transmitted, preceded by the proword I AUTHENTICATE. It may be followed by a counter challenge.

EXAMPLE: H8Q46R-THIS-IS-D7C46R-I-AUTHENTICATE-TANGO-OVER

**THE ENEMY IS ALWAYS LISTENING**

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\*GPO: 1993 - 362-919



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## SEND A RADIO MESSAGE

**MOS 31C  
31K**

DISTRIBUTION: U.S. Army training and audiovisual support centers (TASCs)  
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HEADQUARTERS, DEPARTMENT OF THE ARMY

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